

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
 OFFICE OF CHARITABLE GAMING  
 FLOOR SALES RECONCILIATION FORM - PAPER

ORGANIZATION: \_\_\_\_\_

SESSION DATE: \_\_\_\_\_

I certify this form is complete and accurate to the best of my knowledge.

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Signature of Cashier

# of UNITS to START
# of UNITS at END
# of UNITS SOLD

TYPE OF PAPER/GAME: \_\_\_\_\_

UNIT OF MEASURE: Card: \_\_\_\_\_ Pack: \_\_\_\_\_ Sheet: \_\_\_\_\_

SALES PRICE PER SINGLE CARD/SHEET: \_\_\_\_\_ SALES PRICE FOR MULTIPLE SHEETS\*: (ie 6/\$5) \_\_\_\_\_

		VOLUNTEER/FLOOR WORKER PRINTED NAME							
LINE								TOTALS	LINE
1.	Number of Sheets Issued								1.
2.	Number of Sheets Returned								2.
3.	Number of Sheets Sold (1-2)								3.
4.	Gross Calculated Sales								4.
5.	Multiple Sheet Adjustment								5.
6.	TOTAL SALES								6.
7.	Actual Cash Turned In								7.
8.	Overage/ (Shortage)								8.
9.	Floor Worker Initials								
		<b>By Initialing the Above Block, the Floor Worker Agrees With the Cashier's Count.</b>							

\*\*Use a separate Floor Sales Reconciliation Form - Paper (Form 104-B) for each different type of paper. Add up the Total Sales (Line 6 from each sheet and carry the accumulated total to Form 103, Line 3b.)\*\*

\*\*The use of handwritten documentation during the bingo session that would assist in the completion of this form will need to be kept as part of the organization's gaming records.\*\*